

Carlisle Housing Authority
Meeting Minutes
October 19, 2015

Present: Alan Lehotsky, Chair; Carolyn Ing; Mark Levitan; Steven Pearlman. Not present: Barbara Bjornson; Elizabeth DeMille Barnett, Housing Coordinator.

Guest: Karina Coombs, Carlisle Affordable Housing Trust

1. Meeting called to order at 7:33 p.m.

2. Old Business

A. NOAH Benfield Farms Project Update.

1. Board of Health (BOH) Temporary Certification of Compliance: Ms. Barnett reported that the BOH continues to be concerned about the nitrogen levels in the pretreatment system. The BOH enforcement order is still in effect, and weekly testing is occurring. NOAH is implementing a process to correct the issue, and there continues to be no human health impact. The Temporary Certificate of Compliance has been extended.
2. New benches installed. Ms. Barnett reported that Boy Scout Matthew Li had built and installed three heavy-duty sitting benches on the Benfield Farms grounds in collaboration with NOAH to meet the requirements of his Eagle Scout project.

B. 2015 Town Of Carlisle Housing Production Plan

Ms. Barnett reported that a memorandum had been sent to Vanessa Moroney, Chair of the Housing Production Plan Committee (HPP), Tim Goddard, Town Administrator, and herself, by Phillip DeMartino, Technical Coordinator, Department of Housing and Community Development, containing feedback about the Housing Production Plan submission undergoing state review. The memo contained five minor suggestions and corrections, which were all acceptable to the HPP Committee. The Committee remains optimistic that approval will be granted prior to the expiration of the current plan.

C. Bedford Road Ground Lease for Group Home for Intellectually-challenged Residents

Ms. Barnett reported that the septic system attached to the existing house will be pumped during the week of October 19, and that per Gary Davis (DPW), the house and the septic system will be taken down by November 2. The utility poles along the drive will remain in place to be used by the group home development and possible other uses on the site.

Ms. Barnett also reported that the site plan review by the Planning Board will occur on October 26th, and by the Board of Selectman on October 28th. Other important land use board meetings include BOH, October 20th and Conservation Commission, October 22. Members were encouraged to attend these meetings.

Ms. Barnett has received a memo in support of the project from the Board of Health, as well as letters of support from the ministers of the Carlisle Congregational Church and St. Irene's Church.

3. New Business

A. Reappointment of Carolyn Ing, Governor's Appointee

Mr. Levitan moved that the board request that the Board of Selectmen nominate Carolyn Ing as the Governor's Appointee to the Carlisle Housing Authority for a five-year term. Seconded by Mr. Pearlman. All present aye; the motion was approved.

B. State Ethics Commission Training

Ms. Barnett reminded the board of the state requirement that ethics training must be refreshed every two years.

C. Finance Committee Liaison

Ms. Barnett reported that Michael Bishop has been appointed by the Finance committee to be their liaison to the Housing Authority.

D. Election of Officers

This item was postponed.

4. Authorizations

The board approved the purchase of a printer cartridge for approximately \$60.

5. Approval of Minutes

Mr. Pearlman made a motion to accept the minutes of the September 14, 2015 meeting as written. The motion was seconded by Ms. Ing. All present aye; the motion was approved.

6. Next Meeting Date(s)

Monday, November 9, 2015 at 7:30 p.m. Possible future meeting dates: Monday, November 23rd; Monday, December 14.

7. Meeting Adjourned at 8:10 p.m.

Motion by Mr. Pearlman; seconded by Ms. Ing. All present aye; the motion was approved.

Respectfully submitted,

Mark Levitan, Secretary